



BUILDING & PLANNING DEPARTMENT

6210 S 700 E

WHITESTOWN, IN 46075

(317) 732-4548

REQUIRED SUBMITTAL OF COMMERCIAL CONSTRUCTION PLANS:

- Architectural – Structural – Mechanical – Plumbing – Electrical
- Fire Protection
- 2 complete full size sets of plans / 1 submitted electronically or on CD

Detailed Plan Requirements:

- Detailed/ dimensioned floor plan(s).
- Wall elevations for all exterior walls.
- Sections and details for walls.
- Floor details.
- Roof details.
- Electrical plans must include a Demand Load Summary; indicating KVA & AMP's.
- Mechanical plans must include Air Balancing Calculations & Gas Pipe Sizing Calculations.
- Plumbing plans must include Water Supply, Drainage & Vent Calculations.
- Include a General Notes Section for each type of work being accomplished.
- Life Safety Plan
- Manufacturers' installation requirements.
- Provide copies of all special inspection reports.
- Design professional's signature and seal, as required, on each page.
- All plans shall be numbered and an index shall be furnished on the cover sheet.
- Project address must be listed on the plans.
- Area and scope of work clearly identified on plans.
- All plans must be drawn to scale.

Failure to submit complete set of Construction Plans, as listed above, will result in the requirement to obtain additional permit(s) for the missing plans, increased review time and additional review costs; assessed at \$125 per hour.

Plans will be rejected on the preliminary review for:

- Missing plans
- Illegible plans
- Incomplete application

